ELIGIBILITY:

The amount you are eligible for is based on the following:

- -Number of people in your home.
- -Gross income of everyone in your home.
- -Type of heating for your home.
- -What part of South Dakota you live in.

You will be sent a **notice in the mail** telling you the amount you were determined eligible to receive.

You are only allowed to receive LIEAP benefits in **one home** during the year and **cannot** receive both State and Tribal LIEAP in the same year.

You must pay any bills that are not covered by the Low Income Energy Assistance Program.

You must **report your change of address** to Office of Energy Assistance within 10 days of your move. If you fail to report the move, your case will be closed.

If you receive assistance as a result of providing false information, you will be required to repay the amount you incorrectly received.

CONTACT INFORMATION:

Phone: 1-800-233-8503

Address:

Office of Energy Assistance 206 W. Missouri Ave. Pierre, SD 57501

Office Hours: M-F, 8am-5pm (CST) If it is an emergency and you are not calling during office hours, leave a message on the answering machine; stating your name, Social Security number, phone number and a brief description of the emergency and we will return your call.

A program provided by the South Dakota Department of Social Services.



DSS Nondiscrimination Policy: It is the policy of the Department of Social Services (DSS) to make sure that applications for program benefits and services are made available to everyone and that program benefits are granted to all who meet eligibility standards. DSS staff, programs and policies must not discriminate against clients or applicants for services because of race, color, sex, age, disability, religion and national origin. DSS must also provide fair and equal access to all of its programs and services for people with disabilities; this includes both physical access to buildings and access to programs and services. To file a complaint of discrimination write: DSS Division of Legal Services, 700 Governors Drive, Pierre, SD 57501-2291 or call: (605) 773-3305. If you have a question regarding program services, please contact your nearest DSS office or (605) 773-4678.

13,000 copies of this brochure were printed by the Department of Social Services at a cost of .075 cents per copy. DSS/MS/13M/0906



Low Income Energy Assistance for South Dakotans

Energy Assistance helps low-income South Dakotans pay for home heating costs. Energy assistance may not pay for all of your home heating cost.



How does low income energy assistance help? It helps pay heat costs directly to an energy supplier for the following:

- Natural Gas and Electric heat: the amount of energy assistance you are approved for will be applied to unpaid heating charges from the regular meter read dates occurring within the time period October 1st through April 30th.
- **Propane and Fuel Oil:** the amount of energy assistance you are approved for will be applied to unpaid heating charges resulting from fills occurring within the time period July 1 through April 30.

Energy assistance may also help if your heat is included in the cost of your rent or you pay your heat costs directly to your landlord in addition to your rent.

APPLY TODAY!

- -Call toll-free at **1-800-233-8503** and request that an application be sent to you.
- -Obtain an application at any local Department of Social Services office.
- -Print application from website: http://dss.sd.gov/energyassistance/applying

NOTE: Applications received after **March 15** will be processed for the next heating season.

WHAT TO SEND IN WHEN YOU APPLY:

- **1. Application.** The application must be signed by everyone living in the house age 18 or older. All sections of the application must be completed.
- **2. Proof of Household Income** for everyone living in the house that was received in the 3 calendar months prior to the month you sign and send your application. **Proof means:** copies of check stubs, employer's income statements, award letters, etc. Self-employed persons must send a complete copy of the previous year tax return.
- 3. Proof of Home heating costs. Proof means: a copy of a recent bill or fill ticket from the energy supplier, a statement from the energy supplier showing type of heat and account number, or a statement from the landlord verifying heat is paid as part of rent or in addition to the rent.

NOTE: Your application will be denied if it is incomplete or the proof is not attached.